

LAS VEGAS METROPOLITAN POLICE DEPARTMENT
TRAVEL/TRAINING REQUEST

Seminar/Conference Investigative Other Reimbursable

ATTACH A COMPLETED REGISTRATION FORM FOR EACH ATTENDEE

FROM: Unit Name	Phone #	Budget #	Date Submitted
Office of Human Resources	702-828-1672	5000161	01/25/2016

Full Legal Name(s) of Traveler(s) Christopher Carl Jones	DOB 1968	Gender Male	P#(s) 4531	Cell/Pager #(s)

Reason for Travel/Name of Conference ADL Western States Counterterrorism Seminar - Israel	Dates of Travel/Training 03/06/2016 - 03/15/2016
--	---

Travel Destination (City/State) LAX - Los Angeles, CA - Tel Aviv, Israel

Hotel Preference N/A	Hotel Phone # N/A	Number of Rooms Requested 0	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non-Smoking
-------------------------	----------------------	--------------------------------	----------------------------------	--------------------------------------

Date & Approximate Time of Departure from Las Vegas 03/06/2016	8:35 AM	Date & Approximate Time of Departure from Destination 03/15/2016	10:30 AM
---	---------	---	----------

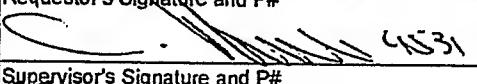
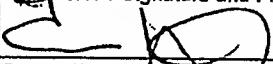
Rental Car Requested <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Driving Department Car? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If Reimbursable, By Whom?	Airline Seat Preference <input checked="" type="checkbox"/> Aisle <input type="checkbox"/> Window
---	--	---------------------------	--

COST ESTIMATE

	Estimate	Actual	Comments
Airfare/Luggage Fee	\$ 138.96		Booked and paid for from personal account.
Hotel	0.00		Requesting reimbursement.
*Meals	0.00		
Car Rental Fee/Fuel	0.00		
Taxi/Shuttle Fee	0.00		
Parking	0.00		
Seminar/Conference Fee	0.00		
Miscellaneous	0.00		
TOTAL: \$ 138.96	0.00		*Note in "Meal Comments" any meals that are included.

Additional Comments

ADL covers entire expense with exception of travel to and from LAX.

APPROVAL SECTION	
Requestor's Signature and P# 	Date 1/25/16
Supervisor's Signature and P# 	Date 1-26-16
Bureau/Area Commander's Signature and P# 	Date
Division Commander's Signature and P#	Date

FINANCE APPROVAL		
Account 5000161000-649510		
By Chigler	Date 2/2/16	FY 16
RISK MANAGEMENT		
Required only if driving Department car out of state		
By	Date	
Travel Arrangements Made By:		Trip Reconciled By:

Chris Jones

From: Christopher Jones [REDACTED]
Sent: Thursday, January 21, 2016 6:54 PM
To: Chris Jones
Subject: Fwd: Flight reservation (RL4RXN) | 06MAR16 | LAS-LAX | Jones/Christopher

----- Forwarded message -----

From: Southwest Airlines <SouthwestAirlines@luv.southwest.com>
Date: Thu, Jan 21, 2016 at 6:46 PM
Subject: Flight reservation (RL4RXN) | 06MAR16 | LAS-LAX | Jones/Christopher
To: [REDACTED]

Thanks for choosing Southwest® for your trip.

Southwest®

[Log in](#) | [View my itinerary](#)

[Check In](#) [Flight Status](#) [Change Flight](#) [Special Offers](#) [Hotel Offers](#) [Car Offers](#) [Online Check-In](#) [Flight Status](#) [Check Flight](#) [Flight Status](#)

Ready for takeoff!

Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!

Upcoming Trip: 03/06/16 - Los Angeles

[View Itinerary](#)

AIR Confirmation: RL4RXN

Confirmation Date: 01/21/2016



Save up to 35%
plus earn up to 2,400
Rapid Rewards® points

[BOOK NOW!](#)

AVIS

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
JONES/CHRISTOPHER	[REDACTED]	5262176255694	Jan 20, 2017	618

Rapid Rewards points earned are only estimates. Visit your (MySouthwest, Southwest.com or Rapid Rewards) account for the most accurate totals - Including A-List & A-List Preferred bonus points.

Date **Flight** **Departure/Arrival**

Sun Mar 6 113 Depart LAS VEGAS, NV (LAS) on Southwest Airlines at 08:35 AM
Arrive in LOS ANGELES, CA (LAX) at 09:40 AM
Travel Time 1 hrs 5 mins
[Wanna Get Away](#)

Date **Flight** **Departure/Arrival**

Tue Mar 15 1391 Depart LOS ANGELES, CA (LAX) on Southwest Airlines at 10:30 AM

EarlyBird Check-In®
Let us take care of check-in for you. **\$12.50** only one-way
[Get it now >](#)

Arrive in LAS VEGAS, NV (LAS) at 11:30 AM
Travel Time 1 hrs 0 mins
Wanna Get Away

- ✓ **Check in for your flight(s):** 24 hours before your trip on [Southwest.com](#) or your mobile device to secure your boarding position. You'll be assigned a boarding position based on your check-in time. The earlier you check in within 24 hours of your flight, the earlier you get to board.
- ☒ **Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.
- 🕒 **30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.
- 🕒 **10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.
- ⓘ **If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on the flight. If not, Southwest will cancel your reservation and all funds will be forfeited.

Air Cost: 138.96

Fare Rule(s): 5262176255694: NONREF/NONTRANSFERABLE/STANDBY
REQ UPGRADE TO Y.

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

LAS WN LAX78.03SLNVPNR WN LAS25.00TDNVCNR 103.03 END
ZPLASLAX XT11.20AY9.00XFLAS4.5LAX4.5

 Add a hotel

- ✓ Earn Rapid Rewards® points
- ✓ Best rate guarantee
- ✓ Free cancellation

[Book a hotel >](#)

 Add a rental car

- ✓ Earn Rapid Rewards® points
- ✓ Guaranteed low rates
- ✓ Free cancellation

[Book a car >](#)

Travel more for less.

Exclusive deals for your favorite destinations.

[Sign up and save >](#)

Southwest®
Rapid Rewards®

- ✓ Unlimited reward seats
- ✓ No blackout dates
- ✓ Redeem for International flights and more

[Enroll now >](#)

 Learn about our boarding process

 Learn about inflight WiFi & entertainment

Cost and Payment Summary

 AIR - RL4RXN

Base Fare	\$ 103.03	Payment Information
Excise Taxes	\$ 7.73	Payment Type: Visa XXXXXXXXXXXXXXXXX
Segment Fee	\$ 8.00	Date: Jan 21, 2016
Passenger Facility Charge	\$ 9.00	Payment Amount: \$138.96
September 11th Security Fee	\$ 11.20	
Total Air Cost	\$ 138.96	

Useful Tools

[Check In Online](#)
[Early Bird Check-In](#)
[View/Share Itinerary](#)
[Change Air Reservation](#)
[Cancel Air Reservation](#)
[Check Flight Status](#)
[Flight Status Notification](#)
[Book a Car](#)
[Book a Hotel](#)

Know Before You Go

[In the Airport](#)
[Baggage Policies](#)
[Suggested Airport Arrival Times](#)
[Security Procedures](#)
[Customers of Size](#)
[In the Air](#)
[Purchasing and Refunds](#)

Special Travel Needs

[Traveling with Children](#)
[Traveling with Pets](#)
[Unaccompanied Minors](#)
[Baby on Board](#)
[Customers with Disabilities](#)

Legal Policies & Helpful Information

[Privacy Policy](#) [Customer Service Commitment](#) [Contact Us](#)
[Notice of Incorporated Terms](#) [FAQs](#)

[Book Air](#) [Book Hotel](#) [Book Car](#) ; [Book Vacation Packages](#) ; [See Special Offers](#) ; [Manage My Account](#)

This is a post-only mailing from Southwest Airlines. Please do not attempt to respond to this message. Your privacy is important to us. Please read our [Privacy Policy](#).

¹ All travel involving funds from this Confirmation Number must be completed by the expiration date.
² Security Fee is the government-imposed September 11th Security Fee.

See [Southwest Airlines Co. Notice of Incorporation](#)
See [Southwest Airlines Limit of Liability](#)

Southwest Airlines
P.O. Box 36647-1CR
Dallas, TX 75235

[Contact Us](#)

Copyright 2016 Southwest Airlines Co. All Rights Reserved.

Las Vegas Metropolitan Police Department
Trip Reconciliation

Date: 2/2/2016

Trip # CSS 277 -16 Funding: 5000161000-649510
Unit Name: Office of Human Resources

Traveler(s): Jones, Christopher P - 4531

Destination: Los Angeles, CA

Purpose: ADL Western States Counterterrorism Seminar in Tel Aviv, Israel

Dates of Travel: 03/06/16-03/15/16

Approved Estimated
Amt: \$138.96 Actual Costs: \$138.96 Diff: \$0.00

Trip reconciled

Balance owed LVMPD

*Make check payable to LVMPD and forward to travel office as soon as possible

Balance owed employee

If you are at HQ please come to the Travel Office, Bldg B, 4th Floor
Off Site Locations - A check will be mailed to you.

Missing receipts

*Submit to Travel Office immediately

Reconciled by Tamara Teacher if you have any questions, please call 828-3301 or email T8313T@lvmpd.com

Please AT to TT

Copy to Grants DATE _____

LAS VEGAS METROPOLITAN POLICE DEPARTMENT
TRAVEL CASH ADVANCE

Distribution:	TRAVEL <input type="checkbox"/>	ACCOUNTING <input type="checkbox"/>	DIRECTOR <input checked="" type="checkbox"/>
---------------	---------------------------------	-------------------------------------	--

Trip # CSS 277 Funding 5000161000-649510 Date 2/2/2016

Traveler(s) Jones, Christopher

Destination Los Angeles, CA

Purpose ADL Western States Counterterrorism Seminar in Tel Aviv, Israel

Date of Departure 3/6/2016 Date of Return 3/15/2016

Method of transportation _____

Costs to be reimbursed by _____

Credit cards issued:

M/C _____

ANTICIPATED EXPENSE ADVANCE	
Airfare/Baggage	138.96
**Per Diem	
Ground Transportation	
Parking	
Registration	
POV Mileage	
ATM	
TOTAL	138.96

TRAVEL DOCUMENTS RECEIVED

Obbie Colas
 P# 5822 Date 2/8/16

FOR ACCOUNTING ONLY	
CASH ISSUED BY:	
<i>Obbie Colas</i> Date <u>2-4-16</u>	
CASH RECEIVED BY:	
<i>Amara Decker</i> Date <u>2-4-16</u>	

***With the exception of per diem, all unused funds and receipts must be returned to travel and equal the total amount advanced to you.*